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COBHAM HALL
(A Charitable Company Limited by Guarantee)

TRUSTEES' REPORT

AND

ACCOUNTS

YEAR ENDED 31 AUGUST 2013



haysmacintyre
Chartered Accountants
London

Company Registered No: 686707
Registered Charity No: 313650

COBHAM HALL

TRUSTEES' REPORT

YEAR ENDED 31 AUGUST 2013

TRUSTEES

The Trustees, who are the Directors of the company and also form the Governing Body, unless otherwise stated, served throughout the year and to the date the report and accounts are signed were -

Mr C Sykes (Chairman) #, @
Mr A Tuckwell (Vice-Chairman)#, @
The Earl of Darnley #, @ (retired June 2013)
Mr C Balch #
Mrs P Wilton #
Mr J Dick #
Mrs L Ellis #
Mr M Frost #
Dr M Griffin @ (retired June 2013)
Mr M Pennell #
Mrs S McRitchie @
Mrs K O'Neill-Byrne @
Mrs P Tebbit @ (From June 2013)

- members of the finance and general purposes committee

@ - members of the education, staffing and welfare committee

OFFICERS AND ADVISORS

Headmaster :	Mr P Mitchell BSc
Bursar	Mr D Standen
Bankers	National Westminster Bank Plc City of London Office 1 Princess Street London EC2R 8PH
Auditors:	haysmacintyre Chartered Accountants 26 Red Lion Square London WC1R 4AG
Solicitors:	Veale Wasbrough Orchard Court Orchard Lane Bristol BS1 5WS
Insurance Brokers	Marsh Brokers Limited Education Practice Capital House 1-5 Perrymount Road Haywards Heath West Sussex

COBHAM HALL

TRUSTEES' REPORT (Continued)

YEAR ENDED 31 AUGUST 2013

The Trustees present their annual report together with the accounts and auditors' report. These have been prepared under the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005. The financial statements comply with all statutory requirements and the requirements of the charity's governing document.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Charity (also referred to below as the School) was founded in 1961 as a company limited by guarantee, number 686707 and is a registered charity, number 313650. The Memorandum and Articles of Association are regularly reviewed by the Governors and updated as required. The current constitution of the School is the 1995 Memorandum and Articles of Association as amended by resolutions in 2006, 2007, March 2013 and June 2013.

A Board of Governors manages the School with day to day management delegated to the Headmaster and Leadership Team.

Organisational Management

The Governors, as the trustees of the Charity, are legally responsible for the overall management and control of the School. The Board has established two sub-committees, the Education Staffing and Welfare Committee and the Finance and General Purposes Committee to manage the detailed delivery of policies. These meet and report directly to the Board on at least a termly basis.

The Headmaster and Leadership Team are responsible for the day to day delivery of the agreed policies and strategies. The Leadership Team use recognised self-evaluation templates to evaluate teaching and learning as well as boarding. Financial performance and recruitment are monitored against forecasts agreed by the Board. The Headmaster, Deputy Headmistress, Assistant Headmistress and Bursar report to the sub-committees and Board on at least a termly basis.

Governing Body

The Governors who served during the year are shown on Page 1. The Board is a self-appointing Body.

Governors are appointed by the Board as an additional member or to fill a vacancy at any time provided that the appointment is supported by at least two thirds of the Board members. Governors serve for an initial period of five years and may be re-elected for a further five years unless they reach the age of 70 during their first term in which case they may be re-elected for a further year.

The Chairman and Vice Chairman are appointed by the Board and may serve for any period agreed with the Board up to a maximum of three years. At the end of a Chairman's or Vice Chairman's term, however the term is brought to an end and provided that they are still a governor of the Company, the outgoing Chairman or Vice Chairman may stand for re-election. Any Governor may be removed if notice of the proposed removal is issued with the notice of a meeting and two thirds of the Board vote in favour of the motion.

New Governors are recruited based on a set of skills and competencies as agreed from time to time by the Governing Body, which will include, but are not limited to, education, finance and management. The policy of the Governors is to maintain a balanced Board with a broad experience base.

Related Entities

The School has a subsidiary trading company, Cobham Hall Enterprises Ltd, whose principal activity continues to be lettings and related services at Cobham Hall.

Risk Review

The Board of Governors is responsible for the management of the risks faced by the Charity. Governors are assisted in this by the Headmaster and the Bursar. Risks are identified, assessed and controls established throughout the year. A review of the Charity's risk management processes is undertaken on an annual basis.

COBHAM HALL

TRUSTEES' REPORT (Continued)

YEAR ENDED 31 AUGUST 2013

The key controls used by the charity include

- Formal agendas for all Committee and Board activity
- Comprehensive strategic planning, budgeting and management accounting
- Regular internal auditing
- Established organisation structure and lines of reporting
- Formal written policies and procedures
- Written delegated authorisation and approval levels
- Vetting procedures as required by law for the protection of the vulnerable
- Regular review of emergency plans and procedures

Through the risk management processes established for the Charity, the Governors are satisfied that the major risks identified have been adequately mitigated where necessary. It is recognised that systems can only provide reasonable, but not absolute, assurance that major risks have been adequately managed.

Charity Objects

Cobham Hall is established to provide 'by the establishment and maintenance of schools in England and Wales, education for boys and girls and in particular (but without prejudice to the generality of the foregoing) to maintain and carry on the girls' school known as Cobham Hall'. Cobham Hall currently operates Cobham Hall, an independent Round Square boarding and day school for girls aged 11 to 18.

Aims and objectives

In furtherance of the objects and founding principles, the aims of Cobham Hall are -

- 1 To provide, within the framework of the Round Square pillars of Internationalism, Democracy, Environment, Adventure, Leadership and Service, an education for students which enables each individual to develop her abilities to the full, have a wide range of interests, a sense of self respect, compassion towards others, an understanding of responsibility and international understanding
- 2 To make education a challenging and positive experience in which each girl achieves success whether this is in the academic or extra-curricular field
- 3 To prepare students for the challenges of the 21st Century and for the demands placed on women in their careers and life choices

These are achieved by -

- 1 Providing a broad and balanced curriculum based on the principles of Round Square
- 2 Developing ways of giving each student significant individual attention in both teaching and pastoral situations, including stretching and challenging all pupils and encouraging dialogue between staff and pupil
- 3 Developing effective systems of pastoral care specifically tailored to the needs of the School and the individuals
- 4 Providing a wide and balanced range of extra-curricular activities
- 5 Developing a real sense of community among the students, staff and everyone involved with and in the School
- 6 Developing ways of giving new purpose to the qualities we value, e.g. community service, democratic debate, perseverance, excellence in individual development, leadership, teamwork, diversity
- 7 Providing our teachers with expertise and methods of sharing best practice to inspire students with enthusiasm for their subjects and to act as role models
- 8 Providing effective professional development in surroundings with up-to-date facilities and well maintained buildings and grounds

These over-arching aims and objectives are reflected in the School Development Plan which is updated on at least an annual basis and provides a focus for on-going review and evaluation.

COBHAM HALL

TRUSTEES' REPORT (Continued)

YEAR ENDED 31 AUGUST 2013

ACTIVITIES AND ACHIEVEMENTS

Academic and Pastoral

The third cohort of students received their results this year following the introduction of the International Baccalaureate (IB), a qualification well aligned to the aims and principles of the School. Results were excellent with over 69% of entries achieving levels 5, 6 or 7 (IB scores are awarded on a 1 – 7 scale). Over 95% of students entered for the IB Diploma gained the award with 55% being awarded the demanding Bi-lingual Diploma.

At GCSE, 94% of entries achieved grades A* – C, with almost 50% of the total number of grades being at A* or A. As importantly, value added factors remained significant with students receiving on average 26 more points for their best 8 GCSE results than indicated by their CAT (Cognitive Ability Tests) scores on entry to GCSE courses. Students also achieved successes in Speech and Drama, Music and English Foreign Language examinations as well as the Duke of Edinburgh's Award. In addition students achieved success in the various UK Mathematics Challenges national competitions with one student qualifying for the very demanding British Mathematical Olympiad.

These results reflect the individual help and attention given to students and are testament to the success of the on-going review of the School's teaching and learning policies and systems.

	2008	2009	2010	2011	2012	2013
GCSE entries achieving A* - C	70%	88%	83%	86%	74%	94%
Average Value Added CAT3 to GCSE points per candidate	38	65	32	34	11 **	26 **
A Level entries achieving A – B (A* - B)	43%	47%	69%	n/a	n/a	n/a
IB entries achieving levels 7-5	n/a	n/a	n/a	83%	70%	69%
Diploma Pass Rate	n/a	n/a	n/a	71%	84%	95%

**This is based on the CAT score projections using the best 8 GCSE grades and is therefore different to the first 4 value added scores.

There is a comprehensive system of pastoral and academic care within the School. Each student has a personal tutor to help guide them through their time at Cobham Hall. Whole school INSET is provided and will continue to be developed, overseen by the Pastoral Committee. A system of peer mentoring also exists with training provided for the peer mentors.

Students have assessment grades twice a term and a thorough reporting system is in place for all year groups. This is to ensure that both students and their parents understand their progress and the way in which targets and goals can be met. Independent smart target setting by students is encouraged. The comprehensive careers programme aids students in their discovery of their skills and potential and helps them to make decisions about their future, both at university and in terms of a career path.

The School aims to develop a culture where students are responsible for their own learning. This not only means that a rigorous application to learning has to be developed from Year 7 onwards, but also suggests that students must learn that enquiry and risk taking are to be encouraged. They also have to learn moral respect for the intellectual property of others and the dangers of plagiarism.

COBHAM HALL

TRUSTEES' REPORT (Continued)

YEAR ENDED 31 AUGUST 2013

ACTIVITIES AND ACHIEVEMENTS (continued)

Creativity, Action, Service

Participation in a range of activities is central to the School's ethos and reflects the principles of both the Round Square and IB organisations. To this end, students have taken part in a number of different activities including a significant proportion of Year 9, 10 and 11 taking part in the Duke of Edinburgh's Award Scheme. Students have attended both international and local Round Square conferences, service projects and exchanges with other schools. They have taken part in an outdoor activities programme and all IB students participate in some form of service. Students, through the Round Square Committee in particular, have raised a significant amount of money for charities chosen by the students. The Eco Committee has gained the Silver Eco Schools Award for the School.

This year after a major review of the School's commitment to service in the local, national and international community we are developing a much wider variety of community placements available for our students. After a review of our Duke of Edinburgh's Award our Year 9 students will have timetabled lessons next year to prepare for the Bronze award.

Extra Curricular Activities

The School continues to provide a comprehensive and balanced range of extra-curricular activities for day girls and boarders. As part of the self-evaluation process, the School has identified opportunities for additional extra-curricular clubs and has secured support from staff to establish them.

The development of the new activities programme on Saturday mornings will continue with a resulting further enhancement of the School's extra-curricular provision.

Community

The integration of boarders and day girls in year groups has continued during the year with the participation of day girls alongside boarders in weekend events. Boarders are also sharing their common rooms with day girls and day girls and boarders are participating in joint team building activities. The Friday Night Club for younger year groups, which encourages day girls to board by offering a reduced overnight rate, has continued to be popular.

Joint events and activities organised for Year 11, Sixth Form and Pre IB girls have continued to improve integration between year groups. Vertical tutoring continues to be successful and has led to closer links between students from different year groups. Peer mentoring and the "big sister" scheme have continued to be effective promoters of community cohesion.

Training and Staff Development

The staff peer observation scheme continues to encourage and promote the sharing of good practice. Under the scheme teaching staff pair up and observe each other's lessons, and this year there has been an emphasis on agreed themes during the observations. Staff continue to attend local cluster groups, through both the GSA and IBSCA, providing an opportunity for staff to meet with teachers from other schools and share common issues, and this year the School has organised and hosted meetings. Attendance at IB workshops and training courses is encouraged where possible.

INSET remains an important part of the School's approach to staff development. This year staff have attended a wide range of courses outside the School. In School INSET have included sessions delivered by staff to colleagues on strategies for teaching EFL students, an introduction to the Theory of Knowledge programme within the IB and an SEN update session. A second member of staff has received full Designated Child Protection Officer training.

Following the review of the School's Staff Review programme this year the agreed new annual system was rolled out for all staff. The new system is intended to be more supportive and relevant to staff needs and development.

COBHAM HALL

TRUSTEES' REPORT (Continued)

YEAR ENDED 31 AUGUST 2013

ACTIVITIES AND ACHIEVEMENTS (continued)

Physical Environment and Facilities

The School has also continued a programme of physical improvements including refurbishment of three classrooms and improvements to boarding areas and staff accommodation. The central server system has been renewed, upgraded and future proofed along with the network infrastructure.

In line with the School's environmental ethos, work has continued towards the installation of a biomass boiler powered by woodchips from local woodland to replace the existing oil boilers. A feasibility plan has been completed and planning permission is being sought.

Public Benefit

The Governors are responsible for ensuring that the School provides public benefit and have regularly reviewed the definition, requirements and activities undertaken.

In the past year 12.7% of the gross fees income was provided as discounts to pupils enabling students to benefit from the education provided at Cobham Hall. This included one award equivalent to 100% of fees.

The School has continued to work closely with local preparatory and primary schools providing free and discounted use of indoor and outdoor sports facilities. The School has also organised and hosted a schools' netball competition for primary schools, hosted regional training for Duke of Edinburgh and hosted the Kent Safety in Action, a County Council run scheme providing practical safety lessons to Year 6 pupils from local schools. The review of service provision undertaken last year has resulted in an increase in the range of service activities undertaken by our pupils in the local community.

During holiday periods the School provides organised tours of the historic buildings and Repton landscaped grounds, conference facilities for local organisations and businesses, residential courses for young people, and facilities for schools visiting from abroad. The School also supports local charities, including parent teacher associations, by providing discounted rates for charity functions.

The Trustees believe that they have complied with the duty in section 17 of the Charities Act 2012 to have due regard to public benefit guidance published by the Charity Commission in determining the activities undertaken by the Charity.

Links to the Community

This year the School has significantly increased the range and quality of service in the local community, creating links with a wide range of local organisations and businesses. The School continues to work with local charities and parent teacher associations helping to support fund raising activities and events. The School has also introduced environmental days where the girls carry out voluntary work to enhance the environment on site and at local nature reserves and parks.

COBHAM HALL

TRUSTEES' REPORT (Continued)

YEAR ENDED 31 AUGUST 2013

ACTIVITIES AND ACHIEVEMENTS (continued)

FINANCIAL REVIEW AND RESULTS FOR THE YEAR

The net surplus for the group for the year amounted to £289,412 (2012 £396,537) after accounting for a one off £50,000 adjustment to depreciation. Cobham Hall Enterprises continued to provide invaluable support contributing £261,110 by way of Gift Aid (2012 £261,480).

Resources

The School's assets are sufficient to meet the obligations of the School.

Reserves Policy

As at 31 August 2013, the total funds of the School were £5,292,001 (2012 £5,002,589). Of these £6,473,112 (2012 £6,583,032) were represented by fixed assets. Therefore the School had a deficit on free reserves of £1,181,111 (2012 £1,580,443).

The Governors aim to reduce the free reserves deficit in the coming year. However, the Governors recognised the need to balance deficit reduction against investment in fabric and facilities and having addressed then build up a free reserve to provide contingency against unexpected future events.

The School currently holds no reserves. All surpluses have been applied to reducing the free reserves deficit.

COBHAM HALL

TRUSTEES' REPORT (Continued)

YEAR ENDED 31 AUGUST 2013

PLANS FOR THE FUTURE

The School Development Plan is produced by the Leadership Team in consultation with all staff and Governors. It is a working document that is updated annually by the Leadership Team. The key objectives and actions identified for the coming year are -

1. Teaching and Learning

- Continue improvement of the delivery of the International Baccalaureate Diploma in light of completion of the second complete IB examination cycle by methods such as reviewing student workload, expected prior knowledge and schemes of work
- Introduce and establish practical methods of developing independent learning and thinking skills across the whole School
- Continue to establish efficient and coherent use of school information systems so that teaching and learning are better informed and student progress can be monitored in the most effective manner. Following the introduction of ALIS to the Sixth Form assess use within the monitoring and evaluation of progress and value added for students
- Further increase staff and student awareness of students preferred learning styles, strengths and weaknesses to enable teaching staff to provide effective challenge and differentiation within the classroom and to make students more aware of their own learning style and their strengths and weaknesses throughout the curriculum and what they need to do to improve
- Continue to review and develop the Saturday morning activities programme as the new style of programme becomes embedded

2. Boarding

- Continue to develop boarding facilities to provide a higher quality, homely environment where students can feel comfortable and relaxed
- Review the staffing of the boarding department
- Continue to integrate daygirls and boarders to a greater extent so that all students feel part of a single community and develop a better understanding of each other's lives with its benefits and constraints
- Promote and facilitate the opportunity for boarders to integrate more with the wider local community

3. Spirituality

- Continue developing links with different faith groups in the local community enabling students to celebrate their own faith
- Further celebrate cultures and religion within the School and create opportunities for discussion and debate by using visiting spiritual leaders. Enable and encourage students to celebrate their faiths in the local community

4. Creativity, Action, Service

- Develop new opportunities for students to engage in adventurous activities through the introduction of a planned and programmed series of events
- Review links to the community and community groups and develop plans for increased service and the value of service projects
- Introduce a CAS programme for lower and middle years

5. Admissions and Marketing

- Continue to develop links and relationships with potential feeder schools in the UK through personal visits and joint activities and events
- Review performance overseas, strengthen links with international agents and create new links where the School is shown to be underperforming and particularly in Asia and Russia
- Develop initiatives to increase understanding of the International baccalaureate and market internally and externally
- Complete new prospectus
- Review and market the Pre IB programme

COBHAM HALL

TRUSTEES' REPORT (Continued)

YEAR ENDED 31 AUGUST 2013

PLANS FOR THE FUTURE (continued)

6. Facilities

- Continue to improve the physical environment in consultation with staff and students including refurbishment of boarding rooms, common rooms and classrooms
- Obtain planning approval for the installation of a biomass heating systems to increase sustainability
- Refurbish principal waiting areas and boarding staff offices

In developing and reviewing the School Development Plan, the Leadership Team and Governors have full regard for the overriding objects of the Charity, the School's stated aims and the principal objectives identified earlier in this report

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees, as Directors of the charitable company, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and regulations

Company law requires the Directors to prepare financial statements for each financial year. Under that law the Directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the Directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing these financial statements, the Directors are required to

- select suitable accounting policies and then apply them consistently,
- observe the methods and principles in the Charities SORP,
- make judgments and accounting estimates that are reasonable and prudent,
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business

The Directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

So far as each of the Directors is aware at the time the report is approved

- there is no relevant audit information of which the company's auditors are unaware, and
- the Directors have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information

On behalf of the Board



Mr J Dick
Governor

Cobham Hall
Cobham
Kent
DA12 3BL

25 March 2014

INDEPENDENT AUDITORS' REPORT

TO THE MEMBERS OF COBHAM HALL

We have audited the financial statements of Cobham Hall for the year ended 31 August 2013 which comprise Consolidated Statement of Financial Activities, the Group and Parent Charitable Company Balance Sheets, the Consolidated Cash Flow Statement and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's members, as a body, in accordance with the requirements of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an Auditors' Report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members, as a body, for our audit work, for this report, or for the opinion we have formed.

Respective responsibilities of trustees and auditor

As explained more fully in the Trustees' Responsibilities Statement set out on page 8, the Trustees (who are also the Directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. We have been appointed as auditor under the Companies Act 2006 and report in accordance with regulations made under those Acts. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of whether the accounting policies are appropriate to the group and the parent charitable company's circumstances and have been consistently applied and adequately disclosed, the reasonableness of significant accounting estimates made by the trustees, and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements

- give a true and fair view of the state of the group's and the parent charitable company's affairs as at 31 August 2013 and of the group's incoming resources and application of resources, including its income and expenditure, for the year then ended,
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, and
- have been prepared in accordance with the Companies Act 2006.

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- the parent charitable company has not kept proper and adequate accounting records or returns adequate for our audit have not been received from branches not visited by us, or
- the parent charitable company's financial statements are not in agreement with the accounting records or returns, or
- certain disclosures of trustees' remuneration specified by law are not made, or
- we have not received all the information and explanations we require for our audit.



Kathryn Burton (Senior Statutory Auditor)
for and on behalf of haysmacintyre

26 Red Lion Square
London WC1R 4AG

25 March 2014

COBHAM HALL**CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES****FOR THE YEAR ENDED 31 AUGUST 2013**

		Unrestricted Funds	
	Notes	2013	2012
		£	£
INCOMING RESOURCES			
Income from charitable activities			
Fees receivable	2(a)	3,581,366	3,596,300
Other educational income	2(b)	464,422	417,597
Incoming resources from generated funds			
Activities for generating funds			
Trading income	3	407,791	403,150
Interest receivable		36,398	29,331
Donations and other income		104,873	41,621
Total Incoming Resources		4,594,850	4,487,999
RESOURCES EXPENDED			
Costs of Generating Funds			
Trading expenditure	3	146,681	141,670
Finance and other costs		83,350	114,198
Charitable Activities			
School operating costs			
Teaching costs		1,935,888	1,839,597
Welfare		424,722	438,252
Premises		976,711	880,448
Support costs of schooling		724,947	662,957
Governance costs		13,140	14,340
Total Resources Expended	5	4,305,438	4,091,462
Net incoming/(outgoing) resources		289,412	396,537
Transfer between funds		-	-
Net movement in funds		289,412	396,537
Balance brought forward at 1 September 2012		5,002,589	4,606,052
Balance carried forward at 31 August 2013		£5,292,001	£5,002,589

A summary income and expenditure account has not been prepared as this information is given above

All amounts are derived from continuing activities

The notes on pages 14 to 20 form part of these accounts

COBHAM HALL

BALANCE SHEET

AS AT 31 AUGUST 2013

		GROUP		CHARITY	
	Notes	2013 £	2012 £	2013 £	2012 £
FIXED ASSETS					
Tangible assets	6	6,473,112	6,583,032	6,473,112	6,583,032
Investment		-	-	100	100
		<u>6,473,112</u>	<u>6,583,032</u>	<u>6,473,212</u>	<u>6,583,132</u>
CURRENT ASSETS					
Stock		<u>20,032</u>	<u>22,782</u>	-	-
Debtors -					
Fees and extras		630,037	667,426	630,037	667,426
Other debtors	7	<u>202,473</u>	<u>190,837</u>	<u>395,715</u>	<u>334,529</u>
Total debtors		<u>832,510</u>	<u>858,263</u>	<u>1,025,752</u>	<u>1,001,955</u>
Cash at bank and in hand		<u>333,953</u>	<u>261,020</u>	<u>325,216</u>	<u>256,214</u>
TOTAL CURRENT ASSETS		1,186,495	1,142,065	1,350,968	1,258,169
CREDITORS - due within one year	8	<u>(1,770,049)</u>	<u>(2,217,641)</u>	<u>(1,934,622)</u>	<u>(2,333,845)</u>
NET CURRENT LIABILITIES		<u>(583,554)</u>	<u>(1,075,576)</u>	<u>(583,654)</u>	<u>(1,075,676)</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		5,889,558	5,507,456	5,889,558	5,507,456
CREDITORS - due after more than one year	9	<u>(597,557)</u>	<u>(504,867)</u>	<u>(597,557)</u>	<u>(504,867)</u>
TOTAL NET ASSETS		<u>£5,292,001</u>	<u>£5,002,589</u>	<u>£5,292,001</u>	<u>£5,002,589</u>
FUNDS					
Unrestricted Funds		£5,292,001	£5,002,589	£5,292,001	£5,002,589

The financial statements were approved and authorised for issue by the Board of Governors on 25 March 2014 and were signed below on its behalf by

M PENNELL

J DICK

GOVERNORS

The accompanying notes are an integral part of this balance sheet

COBHAM HALL

CASH FLOW STATEMENT

FOR THE YEAR ENDED 31 AUGUST 2013

	2013		2012	
	£	£	£	£
Net cash flow from operating activities				
Net incoming resources		289,412		396,537
Depreciation		143,827		86,734
Interest receivable		(36,398)		(29,331)
Interest payable		766		10,198
Decrease in stock		2,750		5,068
Decrease in debtors		25,752		13,204
(Decrease)/increase in creditors		(354,902)		228,323
		<u>71,207</u>		<u>710,733</u>
Returns on investments and servicing of finance				
Interest on late fees	36,398		29,331	
Bank interest paid	<u>(765)</u>		<u>(10,198)</u>	
		35,633		19,133
Capital expenditure				
Purchase of tangible fixed assets		<u>(33,907)</u>		<u>(107,263)</u>
Increase in cash		<u><u>£72,933</u></u>		<u><u>£622,603</u></u>
RECONCILIATION OF NET CASH FLOW TO MOVEMENT IN NET DEBT		2013	2012	
		£	£	
Increase in cash in the year		<u>72,933</u>	<u>622,603</u>	
Movement in net debt for the year		<u>72,933</u>	<u>622,603</u>	
Net funds at 1 September 2012		<u>261,020</u>	<u>(361,582)</u>	
Net funds at 31 August 2013		<u><u>£333,953</u></u>	<u><u>£261,021</u></u>	
ANALYSIS OF NET DEBT	At 1 September 2012	Cash Flows	At 31 August 2013	
	£	£	£	
Overdraft – school	-	-	-	
– subsidiary	-	-	-	
Cash at bank and in hand	<u>261,020</u>	<u>72,933</u>	<u>333,953</u>	
	<u><u>£261,020</u></u>	<u><u>£72,933</u></u>	<u><u>£333,953</u></u>	

COBHAM HALL

NOTES TO THE ACCOUNTS

YEAR ENDED 31 AUGUST 2013

1. ACCOUNTING POLICIES:

The financial statements have been prepared under the historical cost convention as modified by the revaluation of some fixed assets, the valuation of which will not be updated, in accordance with applicable accounting standards and the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005. The particular accounting policies adopted are described below.

a. Basis of Consolidation

The financial statements consolidate the results of the charity and its wholly owned subsidiary Cobham Hall Enterprises Limited on a line by line basis. A separate statement of financial activities for the charity itself is not presented because the charity has taken advantage of the exemptions afforded by paragraph 304 of the SORP.

b. Fees and Similar Income

Fees and charges receivable are accounted for in the period in which the service is provided. Fees receivable are stated after deducting scholarship, allowances and other remissions allowed by the School. Other tuition fees consist of extras charged to pupils.

c. Resources Expended

Expenditure is accounted for on an accruals basis.

Costs of generating funds comprise finance charges associated with interest payable on the School's borrowings as well as costs associated with the School's trading subsidiary.

Charitable activities costs represent costs directly associated with the provision of education and related support costs.

Governance costs comprise the costs of running the charity, including strategic planning for its future development, external audit, any legal advice for the School's Governors, and all the costs of complying with constitutional and statutory requirements, such as the costs of Board and Committee meetings and of preparing statutory accounts and satisfying public accountability.

d. Fixed Assets

The School land and buildings in existence at 31 August 2000 were valued by the Governors on the following basis:

- Land was valued at a Governors' valuation
- Freehold historic buildings were revalued at residual value using a Governors' valuation
- Other buildings (ie non historic additions) were revalued using a Governors' valuation

This valuation will not be updated.

e. Depreciation

Freehold historic buildings are valued at estimated residual value and therefore no depreciation is charged on the buildings in the financial statements.

Depreciation is provided on other fixed assets to write off their cost over their estimated useful lives at the following rates:

Other freehold buildings	- 2% on valuation
Buildings of non-permanent construction	- 5% on cost
Furniture, fixtures and equipment	
Purchased before 1 September 2003	- 5% on cost
Purchased after 1 September 2003	- 10% on cost
Computers	- 25% on cost
Motor vehicles	- 25% on cost

COBHAM HALL**NOTES TO ACCOUNTS (Continued)****YEAR ENDED 31 AUGUST 2013****1 ACCOUNTING POLICIES (continued)****f. Leases**

Assets held under finance leases are included in fixed assets as total rental cost less finance charges. Finance charges are amortised over each lease term to give a constant rate of charge on the remaining balance sheet obligation. Rental costs under operating leases are charged to the income and expenditure account in equal annual amounts over the period of the lease.

g. Pension Costs

The School contributes to the Teachers' Superannuation Scheme at rates set by the scheme actuary and advised to the School by the Scheme Administrator. The School also operates defined contribution, externally funded, pension schemes covering the majority of its employees. Contributions are charged against revenue as they fall due.

h. Operating Lease Rentals

Rentals paid in respect of assets held under operating leases are charged to the revenue account as they fall due.

i. Unrestricted Funds

These funds consist of the Revenue Fund and Capital Fund. The funds are applied at the discretion of the Governors in furtherance of the objects of the School.

2(a) FEES RECEIVABLE

	2013	2012
	£	£
Gross fees	4,105,538	4,106,133
Scholarships and allowances	(524,172)	(509,833)
	<u>£3,581,366</u>	<u>£3,596,300</u>

2(b) OTHER EDUCATIONAL INCOME

Extras and disbursements	381,630	331,857
Voluntary extra subjects	68,685	69,420
Registration fees	11,345	9,878
Other	2,762	6,448
	<u>£464,422</u>	<u>£417,597</u>

COBHAM HALL**NOTES TO ACCOUNTS (Continued)****YEAR ENDED 31 AUGUST 2013****3. RELATED PARTY AND INVESTMENT IN TRADING SUBSIDIARY COMPANY**

The School owns the whole of the £100 share capital of Cobham Hall Enterprises Limited, company number 3032723, a trading subsidiary company having a principal activity of lettings and related services at Cobham Hall. All the company's profits are gift aided to the School so the company's assets less liabilities equals the share capital of £100.

The trading results of the subsidiary company, as shown in its audited accounts for the year to 31 August 2013 were

	2013 £	2012 £
Turnover	407,791	403,150
Cost of sales	(144,181)	(139,170)
Gross profit	263,610	263,980
Administrative expenses		
- Auditors' remuneration	(2,500)	(2,500)
Operating profit	<u>£261,610</u>	<u>£261,480</u>
Gift Aid payment	<u>£261,610</u>	<u>£261,480</u>
Aggregate capital and reserves	<u>£100</u>	<u>£100</u>

The company is registered in the United Kingdom

4. TAXATION

The company is a registered charity and no taxation is payable on its income

5. ANALYSIS OF TOTAL RESOURCES EXPENDED

	Staff Costs £	Other £	Depreciation £	Total £
Costs of Generating Funds:				
Finance and other costs	-	83,350	-	83,350
Trading costs of subsidiary	-	146,681	-	146,681
Charitable Activities:				
School operating costs				
Teaching costs	1,457,990	450,478	27,420	1,935,888
Welfare	263,026	161,696	-	424,722
Premises	352,924	507,380	116,407	976,711
Support costs of schooling	336,472	388,474	-	724,947
Governance costs	-	13,140	-	13,140
Total Resources Expended – Group	<u>£2,410,412</u>	<u>£1,751,199</u>	<u>£143,827</u>	<u>£4,305,438</u>
Total Resources Expended - Charity	<u>£2,410,412</u>	<u>£1,604,518</u>	<u>£143,827</u>	<u>£4,158,757</u>

All costs above are direct costs of each activity

COBHAM HALL

NOTES TO ACCOUNTS (Continued)

YEAR ENDED 31 AUGUST 2013

5. ANALYSIS OF TOTAL RESOURCES EXPENDED (continued)			2013	2012		
			£	£		
Other support costs of schooling comprise						
Postage, telephone, computer and office expenses			49,105	37,746		
Bank charges			15,541	12,432		
Subscriptions and donations			14,150	14,552		
Advertising and website costs			66,904	52,837		
Commissions			122,362	123,003		
Courses and INSET			65,262	58,115		
Recruitment			4,112	3,156		
Solicitors fees and other professional charges			8,529	13,783		
Round Square			7,559	7,086		
Other			34,952	36,427		
			<u>£388,474</u>	<u>£359,137</u>		
Staff Costs						
The aggregate staff costs during the year were						
Salaries and wages			2,065,385	2,023,709		
Social security costs			163,846	161,068		
Other pension costs			181,181	170,791		
			<u>£2,410,412</u>	<u>£2,354,568</u>		
Number of employees earning over £60,000 during the year were as follows			2013 No	2012 No		
£60,000 - £70,000			<u>2</u>	<u>1</u>		
The average weekly number of employees during the year was made up as follows			2013 Full Time No	2013 Part Time No	2012 Full Time No	2012 Part Time No
Teaching			22	14	22	11
Other			42	15	43	12
			<u>64</u>	<u>29</u>	<u>65</u>	<u>23</u>
Direct charitable expenditure includes			2013 £	2012 £		
Operating lease rentals			£9,017	£9,032		
Other expenditure includes						
Auditors' remuneration						
- Audit			£13,140	£14,340		

COBHAM HALL

NOTES TO ACCOUNTS (Continued)

YEAR ENDED 31 AUGUST 2013

6. TANGIBLE FIXED ASSETS	2013 £	2012 £
Freehold land and historic buildings	5,986,333	5,986,333
Other freehold buildings	184,405	191,720
Furniture, fittings and equipment	302,374	404,989
Group and Charity total	£6,473,112	£6,583,032

The movement of tangible fixed assets were as follows

	Land £	Freehold historic buildings £	Freehold other buildings £	Freehold buildings of non permanent construction £	Furniture fixtures & equipment £	Motor vehicles £
Cost or valuation						
At 1 September 2012	399,755	5,586,578	365,225	11,264	1,554,467	56,994
Additions	-	-	-	-	33,907	-
At 31 August 2013	399,755	5,586,578	365,225	11,264	1,588,374	56,994
Depreciation						
At 1 September 2012	-	-	173,515	11,264	1,149,478	56,994
Charge for the year	-	-	7,305	-	136,522	-
At 31 August 2013	-	-	180,820	11,264	1,286,000	56,994
Net Book Value						
At 31 August 2013	£399,755	£5,586,578	£184,405	£ -	£302,374	£ -
At 31 August 2012	£399,755	£5,586,578	£191,710	£ -	£404,989	£ -

Apart from a small proportion used for administration, all fixed assets are used in direct furtherance of the School's objects

COBHAM HALL

NOTES TO ACCOUNTS (Continued)

YEAR ENDED 31 AUGUST 2013

7. OTHER DEBTORS	GROUP		CHARITY	
	2013 £	2012 £	2013 £	2012 £
Other debtors	119,236	177,658	51,416	59,870
Prepayments and accrued income	83,237	13,179	83,189	13,179
Amounts due from subsidiary company				
- Gift Aid	-	-	261,110	261,480
- Other	-	-	-	-
	<u>£202,473</u>	<u>£190,837</u>	<u>£395,715</u>	<u>£334,529</u>
8. CREDITORS – due within one year				
Amount due to subsidiary company	-	-	239,296	215,095
Final term fee deposits	77,847	139,342	77,847	139,342
Fees in advance – lump sum	105,764	-	105,764	-
Fee charged in advance	1,227,122	1,542,078	1,227,122	1,542,078
Payroll taxes and social security costs	44,667	62,947	44,667	46,321
Other creditors and accruals	314,649	473,274	239,924	391,010
	<u>£1,770,049</u>	<u>£2,217,641</u>	<u>£1,934,622</u>	<u>£2,333,845</u>

The School has a bank overdraft facility which is secured on the School property and other assets. This facility is due for renewal on 31 December 2013. The Trustees are confident that the facility will be renewed.

9. CREDITORS - due after more than one year	2013 £	2012 £
Final term fee deposits	493,901	409,029
Fees in advance – lump sum	103,656	95,838
	<u>£597,557</u>	<u>£504,867</u>

10. PENSION SCHEMES

The principal scheme for teachers employed is administered by the Teachers' Pension Scheme. The scheme is an unfunded scheme. Contributions on a "pay as you go" basis are credited to the Exchequer under arrangements governed by the Superannuation Act 1972. The Department for Children, Schools and Families determines the level of employees' and employers' contributions. Contribution rates for employees range from 6.4% to 11.2% depending on their salary (2012: 6.4% to 8.8%), employer contributions are at a rate of 14.1% (2012: 14.1%). These contributions are assessed every five years in accordance with the advice of the government actuary using a prospective benefits valuation method.

The charity also operates defined contribution pension schemes for all its non-teaching staff where those staff wish to participate. The schemes for non-teachers are operated by insurance companies.

The company's contribution for all the schemes for the year was £181,181 (2012: £170,791). The contributions outstanding at the year end were £21,559 (2012: Nil).

COBHAM HALL

NOTES TO ACCOUNTS (Continued)

YEAR ENDED 31 AUGUST 2013

11. CAPITAL COMMITMENTS

There were no commitments for future capital expenditure not provided for in these accounts

12. OPERATING LEASES

At 31 August 2013 the School had the following annual commitments under non cancellable operating leases

	2013	2012
	£	£
Operating leases which expire		
Two to five years	<u>£9,017</u>	<u>£9,032</u>

13. GOVERNORS' REMUNERATION AND EXPENSES

No remuneration or benefits were provided to any governors during the year other than the provision of governors' indemnity insurance to provide cover of £2,000,000. The premium was part of the public liability premium and is not separately identified.

There were no expenses reimbursed to any Governors during the current or previous year.